



CITY COUNCIL AGENDA REPORT

MEETING DATE: October 21, 2008

ITEM NUMBER: **IX-3**

SUBJECT: CANCELLATION OR RESCHEDULING OF THE REGULAR CITY COUNCIL MEETING OF NOVEMBER 4, 2008

DATE: OCTOBER 16, 2008

FROM: CITY MANAGER'S OFFICE

PRESENTATION

BY: ALLAN L. ROEDER, CITY MANAGER

FOR FURTHER INFORMATION

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BACKGROUND:

At the regular City Council meeting of October 7, 2008, the City Manager reported receiving inquiries regarding the status of the regularly scheduled City Council meeting of November 4, 2008 falling on Election Day. On October 3, 2006, the City Council opted to reschedule its regularly scheduled City Council meeting of November 7, 2006 to the following Tuesday, November 14th in lieu of the regular Study Session. The City Manager requested feedback from members of the City Council as to whether there was any desire to reschedule the November 4, 2008 regular meeting to another date in light of the elections.

Subsequent to the meeting of October 7, 2008, the City Manager did receive feedback from members of the City Council regarding the possibility of either rescheduling or cancelling the regular meeting of November 4, 2008. Consequently, the item is being brought forward at this time for City Council consideration.

ANALYSIS:

The City Council has the legal authority to establish meeting dates and times and to reschedule or cancel such meetings with proper and timely public notice. The City Council moved its regular meetings to the 1st and 3rd Tuesday's of each month in February 2005. Accordingly, there was no prior conflict, as the meetings were held on Monday, with the conduct of a General Election until 2006. As noted in the preceding, the November 7, 2006 regular meeting was rescheduled to the following Tuesday in lieu of a Study Session.

Rescheduling or cancelling the meeting date will require posting and noticing of scheduled public hearings, if any, and other agenda items. Such a change is not significant so long as the decision to change the meeting date is done well in advance. This will allow for proper noticing and posting of the agenda as well as preparation and

distribution of agenda reports. If the City Council chooses to reschedule the regular meeting of November 4, 2008, the most likely date would be Monday, November 3rd. This would allow for the normal processing of the agenda and distribution of reports. Such a change would not have any impact in terms of posting and noticing but would shorten by one day the length of time staff reports are available to the City Council and the public.

A review of upcoming agenda items (based on Commission actions, City Council requests and Department operating demands) suggests that there are no items of public significance scheduled for the November 4th meeting. This is not to suggest that the normal conduct of City business is not of importance to the public – simply that there are no pending Public Hearings or items beyond routine items of business to be considered. Consequently, should the City Council opt to cancel the November 4th regular meeting, routine items of business will be taken up on the next regular meeting agenda. It should be noted that based on prior City Council direction, the 2nd meeting in December typically is cancelled. This would result in only two more regular meetings for 2008 if the November 4th meeting is cancelled.

ALTERNATIVES CONSIDERED:

The City Council may simply stay with the current schedule, select an alternative meeting date or cancel the meeting as discussed in the preceding.

FISCAL REVIEW:


There is no fiscal impact to changing the meeting date.

LEGAL REVIEW:

Should the City Council change the scheduled meeting date, staff will ensure that the required posting and noticing requirements are met.

CONCLUSION:

This is a simple matter of deciding (a) if the City Council desires to reschedule or cancel the regular meeting date so as not to conflict with the General Election, and (b) if the decision is to reschedule, determine a date to which the meeting is to be held.



ALLAN L. ROEDER

City Manager